



## **Regional Service Council Minutes Region # 14**

**Meeting Date:** 1-15-08

**Meeting Location:** Bartholomew Co. DCS Conference Room

**Council Members Present:** Helen Jackson, Heather Mollo, Dennis Carmichael, Tammi Hickman, Susie Hodnett, & Shana Bolden

**Council Members Absent:** Ruth Alewine, Laura Gentry, Mark Loyd, Jack Tandy & Jim Brown

**Others in Attendance:** Tony Fingerle, Lifeline Youth & Family; Carmen Young, Resource Residential Treatment Facility; Jason Miller & Kevin Roach, Youth Connections; Scott Stewart, George Jr.; Jessie Ross, Preventative Aftercare; Gayle Green, Johnson/Shelby Co. DCS; Dan Turner, Options; Michele Davenport, Johnson Co. DCS; James Shively, Regional Child Welfare Services Coordinator; Heather Barrett, The Villages; Penny Pitcock, Johnson Co. Director; Emily Werner, Columbus Behavioral Center; Toni Rose, Fountain Consulting Services; Mary McKinney, Family Services; Ben Wagner, Foundation For Youth; Shelly Kegl, Midwest Psychological Center, Inc.; Janice Klein & Karla Davis; Children's Bureau

<h3><b>Meeting Minutes</b></h3>
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**Meeting Called to Order at: 8:40**

- 1. First Order of Business Summary of Discussion:** Dennis Carmichael facilitated the meeting in the Regional Manager's absence. He welcomed members and guests, and then introductions were done.
- 2. Second Order of Business Summary of Discussion:** Dennis asked each county represented if they were prepared to present their proposals for expenditure of their Child Welfare Funds. Penny Pitcock gave a summary of the proposals for Johnson County. They included: Youth Connections in the amount \$25,000 to be used for Supervised Visitations. Judge Mollo made a motion to approve, Tina Hickman seconded and members approved. Dennis Carmichael, representing Jackson County, requested approval of the

RSC to start a CHINS facilitation in Jackson County directed by Pat McSoley. Judge Mollo commented that McSoley is currently doing facilitations in Lawrence, Brown, and Bartholomew Counties and it is a good project. The request was for \$10,000 to be used only as start-up money. Judge Mollo indicated that a facilitator holds a meeting that does not involve the Court. Susie Hodnett made a motion to approve, Judge Mollo seconded and members present voted to approve. Shana Bolden, Jennings County Director, made the requests for her county. She stated that the requests were similar to the previous year including \$10,000 for Big Brothers and Big Sisters and \$3,000 to WIC for baby beds. She asked that the remaining funds go to Phillips Consulting for the Region 14 project. Susie Hodnett made a motion to approve with Helen Jackson seconding. Judge Mollo asked if counties held back money for the RSC. Carmichael commented that Jackson County held back about \$10,000. Gayle Green responded that Johnson also held money back for that purpose.

**3. Third Order of Business Summary of Discussion:** Karla Davis gave members updates and handouts on CPCS. So far in their work as providers they received 290 referrals of which 177 consented to services and 97 have been discharged or discontinued service. She indicated that the typical family receives services for four months and they can re-enroll to get more services after that time. Judge Mollo asked if the four months is reasonable. Karla commented that some families get six months of services. Karla commented that the average referral has lasted three to four months to complete, but can be as short as three weeks. They are fully staffed with full caseloads of 12 to 15 families per liaison and a total of 73 active families. This has resulted in a waiting list for both the months of November & December. Judge Mollo asked if the families involved in Healthy Families were included in services received and Karla stated that if families were already receiving services from Healthy Families, then she counted as a referral received but not served. Karla updated members on the steering committee; to increase attendance they have decided to meet as a large group quarterly, then monthly as county groups. The next quarterly meeting is January 16, 2008. Karla mentioned the point of reference outcomes for year end is looking good. 90% will not have a substantiated report.

**4. Fourth Order of Business Summary of Discussion:** Jim Shively, Regional Child Welfare Services Coordinator, wanted to acknowledge how proud he was with the team of folks working with the website at, [www.in.gov/dcs/3456.htm](http://www.in.gov/dcs/3456.htm). Jim mentioned that the website is now more user-friendly. There will be a meeting January 29 at the Government Center. This meeting will cover the RFP process. Director Bolden informed that

Ruth Alewine had asked for longer period of time to review proposals as Region 14 RSC had requested. Penny Pitcock made a motion to authorize Ruth Alewine to speak for Region 14 counties if changes were needed, members present voted to approve.

- 5. Fifth Order of Business Summary of Discussion:** Practice Reform was the next item discussed. Shana gave a summary to members that it is moving along and there are already positive outcomes with the Child & Family Team Meetings (CFTM), The QSR process for Region 14 will be the week of April 7. The team will pull cases to check the quality of work that DCS is doing Monday & Tuesday will be first case interviews, and then Wednesday & Thursday will be second case interviews. Information gained from the process will be used to develop plans to improve our case practice and work with families.

**Sixth Order of Business. Summary of Discussion:** Penny Pitcock, Johnson County Director, stated that there were four areas within our current IV-B contracts that need RSC approval, so that Johnson County can continue to access services. The first was a rate increase for Children's Bureau from \$33 to \$42 for the Johnson County Next Step program. The second was a Region 14 rate increase for Children's Bureau home-based services from \$50 to \$60. The third and fourth involved moving around some unused Adoption funds from our contracts with both White's and Protect Our Children into the Children's Bureau contract so they could perform services to adoptive parents. White's has our regional contract for adoption services, but due to some staffing shortages, they are not able to provide all the services we need. The proposal is to move \$1500 of the remaining \$3000 in White's contract to Children's Bureau. Protect our Children has about \$20,000 in unused adoption funds and Jim Shively will help us adjust their amount as needed to get the services for Johnson County. Jim noted that these changes would be effective as of January 2008. Susie Hodnett made the motion to approve, Shana Bolden seconded and members present approved.

- 6. Seventh Order of Business, Summary of Discussion:** Dennis gave a summary of the Memorandum of Agreement (MOA) between Phillips Consulting and Region 14, Indiana Department of Child Services. Carmichael asked members to approve left over funds from Johnson Co. for a one year contract. Scott has been in all counties and started the process. Judge Mollo commented that the wording should be expanded. (Highlighted areas are changes)

**Residential Services**

- Monitor per request of county residential while in placement. Residents will be monitored per request of the county. The relative frequency of

consultation will be based upon relative needs of each situation. Reports will be generated for county officials. Discussed in reports will be progress, concerns, and recommendations. Monitor will include review of Residential Treatment Plans and the quality and timeliness of contracted services.

#### **REPORTING**

Completed assessments or reports on individual children will be sent electronically in Word format to the county Family Case Manager and/or other parties involved. Reports on outcomes specified below will be sent on a monthly schedule to the County Director in each county of the Region.

Judge Mollo also commented that there has been such positive feedback from probation about the quality of work, about Scott being extremely accessible and completing work timely. Shana reported the same for Jennings County. Dennis asked for a motion to approve as amended. Shana made motion, Penny Pitcock seconded and members present voted to approve.

Penny Pitcock the indicated she had forgotten to request money for interpreter services from the Children's Bureau for Johnson County and she would like this to be authorized and effective for 2007. Judge Mollo made a motion, Susie Hodnett seconded, and members present voted and approved. Dennis asked if agencies present had any questions or comments.

#### **Next Meeting Date, Location and Time:**

March 18, 2008 - 8:30-10:00

May 20, 2008 – 8:30- 10:00

Bartholomew County DCS Conference room, 8:30 – 10:00

**Meeting Adjourned at: 9:55**